



GREATER CITIES AND REGIONAL SPORT FACILITY FUND 2021/2022 – FEEDBACK TO APPLICANTS

Office of Sport
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INTRODUCTION

Thank you for your organisation's Application under the Greater Cities and Regional Sport Facility Fund.

We acknowledge the commitment, effort and time that your organisation contributed to the preparation of the application.

The application process was highly competitive and, unfortunately, not all projects could be successful.



GREATER CITIES AND REGIONAL SPORT FACILITY FUND

- ▶ The NSW Government has established the Greater Cities and Regional Sport Facility Fund (GCRSFF).
- ▶ The Office of Sport is administering the GCRSFF as two streams:
 - ❑ Greater Cities Sport Facility Fund
 - ❑ Regional Sport Facility Fund.
- ▶ The Fund will assist eligible organisations to develop quality sport infrastructure that will meet the current and future needs of their community.
- ▶ The Fund will also support the development of well-designed and utilised new or improved sport infrastructure that can directly impact and support participation and performance opportunities in sports at all levels.
- ▶ This feedback to applicants relates to both the Greater Cities and Regional Sport Facility Funds.

2021/22 GCSFF APPLICATIONS

Under the Greater Sydney Sports Facility Fund 2021/22:

- 133 Applications were received
- 26 Applications were deemed ineligible
- 33 Applications were determined by the Grant Assessment Panel (GAP) to be successful recipients for funding.

2021/22 RSFF APPLICATIONS

Under the Regional Sports Facility Fund 2021/22:

- 299 Applications were received
- 43 Applications were deemed ineligible
- 41 Applications were determined by the GAP to be successful recipients for funding.

ELIGIBILITY CHECK

The first step in the assessment process is to undertake an eligibility check. All applications were required to meet the mandatory eligibility criteria. The criteria were provided in the Greater Cities and Regional Sport Facility Fund Guidelines (the Guidelines) available on the website.

Unfortunately, a number of applications did not meet the **mandatory eligibility criteria** and the GAP had to set these applications aside.



ELIGIBLE APPLICANTS

Eligible applicants are:

- Local Government Authorities in Regional NSW, Lord Howe Island and the Unincorporated Far West
- NSW State Sporting Organisations, State Sporting Organisations for People with Disability or the National Sporting Organisation where the state body is part of a unitary governance model
- Incorporated, community-based, not-for profit sporting organisations, such as clubs and associations whose primary purpose is to organise sporting activities/ deliver sport programs
- Organisations providing sport and recreation programs that benefit the community, such as PCYCs, YMCA and YWCA
- Organisations that own and administer public parklands
- Private enterprises (for-profit organisations).



ELIGIBLE LAND TYPES

For a project to be eligible, it must take place on one of the following land types within NSW, and as part of the application the applicant must provide a signed letter of consent from the landowner for the project on the land on which the facility is to be developed:

- Crown reserve land
- land owned by a public authority (for example municipal property)
- land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public
- land vested in NSW Aboriginal Land Councils under the NSW Aboriginal Land Rights Act 1983

- private land that benefits the community's interests in sport and active recreation.

Applicants needed to provide evidence of their tenure and lease arrangements.

For projects located on public land, a signed letter of consent from the landowner must have been provided. For example, for projects located on public school land, a letter of support must be provided from School Infrastructure NSW as part of the application.

ELIGIBLE PROJECTS

Types of projects that are the focus of the Fund:

- ▶ amenity buildings such as kiosks, club rooms, change rooms and grandstands that are universally designed and enhance community connectivity and multi-purpose use;
- ▶ new and significant upgrades to playing surfaces (fields and courts), including multi-sport upgrades and resurfacing that supports increased use and/or improves safety;
- ▶ construction of new or upgraded unisex and universally designed change rooms to be inclusive and female-friendly including parent and child change spaces and officials' areas (this includes pre-constructed modular facilities);
- ▶ new and upgraded provision of disability access and universally designed amenities that are beyond compliant and provide dignified inclusion in sport participation;
- ▶ provision of administration facilities for a sporting organisation where attached to a new or existing sport facility;

ELIGIBLE PROJECTS (CONT.)

Types of projects that are the focus of the Fund:

- ▶ environmentally and operationally sustainable initiatives that support water and energy savings including water harvesting, new or upgraded irrigation infrastructure, more efficient lighting including technology-controlled and LED lighting and installation of solar panels and smart metering technology;
- ▶ new and upgraded all weather facilities including synthetics, shelter for outdoor activities, and irrigation projects;
- ▶ digital technology uplift projects, including installation of WIFI, increased automation and other innovative smart technologies;
- ▶ projects that improve the storage, security and safety capability of facilities; and
- ▶ construction of new or significantly improved walking, running, fixed outdoor exercise equipment, or off-road cycling trails that are an integral component of the sport facility development.

INELIGIBLE PROJECTS

- ▶ For a full list of [ineligible projects](#) please refer to the applicable Program Guidelines.
- ▶ Projects must have had an approved **Development Application** as part of their application or demonstrate that a Development Application was not required (projects must be “shovel ready”).
- ▶ Applications that did not demonstrate Development Application approval or that a Development Application was not required were set aside from further consideration.

ASSESSMENT PROCESS

During the assessment of eligible applications by the GAP, the applications generally fell into one of four categories: basic, good, strong, and very strong applications.

The GAP found that many applications were either strong on 1, 2 or 3 of the assessment criteria but not on all criteria.

The strongest applications were highly competitive on all four assessment criteria.



ASSESSMENT CRITERIA AND PROCESS

All applications were assessed for eligibility.

Eligible projects were assessed against the following four assessment criteria:

- Strategic justification
- Project scope and inclusive design
- Project affordability
- Project deliverability.

For more information on the assessment criteria, please see the [GCSFF Fact Sheet](#) / [RSFF Fact Sheet](#), which is available on the web page.

An [GCSFF Eligibility Checklist](#) / [RSFF Eligibility Checklist](#) is also available on the web page.

ASSESSMENT CRITERIA

Criteria 1: Strategic Justification

The strategic assessment considers alignment of the project with a range of strategic priorities for sport and recreation, including NSW Government priorities, state/national sporting organisation and local council strategic plans. The project's capacity to increase participation in sport and the use of sporting facilities will also be assessed.

The assessment also considers the urgency and continuing need for the project to be delivered.

CRITERIA 1: STRATEGIC JUSTIFICATION

A very strong application addressed alignment with government priorities for sport and active recreation. These applications considered:

- NSW Government priorities
 - Premier's Priorities
 - State Outcomes
 - NSW Government Agency Priorities
 - Office of Sport Priorities – strategic plan, Her Sport Her Way
 - State / National Sporting organisation participation and facility plans
- Council plans.

STRATEGIC JUSTIFICATION (CONT.)

Successful recipients demonstrated the following by:

- providing detail of community profile, demonstrated need, key user groups, project beneficiaries and the project urgency;
- describing community and stakeholder consultation, management and project support (provided relevant attachments).
- explaining how the project will lead to increased participation in sport and increased facility capacity and usage (attached a Facility Usage Schedule); and
- explaining how the project will lead to additional participation and program content/scheduling for women and girls and/or improved inclusiveness.

PROJECT SCOPE AND INCLUSIVE DESIGN

Criteria 2: Project scope and inclusive design

Successful recipients demonstrated the following by:

- providing a clear scope of works proposed for the project;
- providing documentation such as schematic and detailed design plans;
- outlining how the project has incorporated the design principles identified in the program guidelines such as universal design principles, environmentally sustainable design and operational efficiencies in design;
- outlining any best practice approaches in the design, development and delivery of the project that address the fund's aim and focus; and
- explaining any placed-based planning showing the location of the project, if it is accessible, convenient and connected for priority user groups.

PROJECT AFFORDABILITY

Criteria 3: Affordability

Successful recipients demonstrated the following by:

- demonstrating affordability of the project relative to the available funding, considering net lifecycle costs, and allowing for ongoing operating and maintenance requirements;
- providing details of the applicant's capacity to fund and manage ongoing operations;
- providing a detailed budget including project costs and funding sources. The budget should clearly explain the project components that will be funded by the grant and the components to be funded by the applicant;
- providing evidence of approval for committed funding contribution. For projects costing more than \$1 million, a 25 percent financial co-contribution of the grant amount requested was required. For all other projects, a financial co-contribution was considered favourably; and
- providing evidence of robust itemised cost planning.

PROJECT AFFORDABILITY (CONT.)

Successful recipients demonstrated consideration of the following:

- Life cycle costs – what are they and who will fund?
- Ongoing operational costs – what are they and who will fund?
- Rigorous cost analysis – income and expenditure
 - Basis of costing: quote/cost estimator/quantity surveyor
- Is funding only being sought for eligible project costs?
- Minimum 25% financial co-contribution of grant amount requested for projects costing over \$1 million
- Financial co-contribution is viewed favourably for projects under \$1 million
- Has other grant funding been confirmed (need a letter as evidence)?

DELIVERABILITY

Criteria 4: Deliverability

All applicants needed to demonstrate they could deliver the project through robust strategies for procurement, project management and risk management.

Applicants were required to clearly demonstrate how any partnership model (including asset management) would be administered to deliver the project.

DELIVERABILITY (CONT.)

Successful recipients demonstrated consideration of the following:

- providing evidence of the ability to commence construction within 6 months of funding being announced through the provision of mandatory documentation such as schematic plans and current cost plans (**all projects are expected to have been fully completed by 30 June 2023**);
- demonstrating the capacity to deliver the project through robust strategies for procurement, project management and risk management;
- demonstrating where required, a partnership model (including asset management) that would be administered to deliver the project including joint use agreements;
- completion of a project stages plan and project milestone template;
- providing evidence of Development Application approval (if required);

DELIVERABILITY (CONT.)

- Demonstrating proven experience in delivering projects;
- Applicant meets key obligations for other Office of Sport funded projects where there is/has been a funding agreement with the applicant;
- List any assumptions, constraints and dependencies in delivering the project;
- Providing details of the project management and delivery team skills, experience and resources; and
- Providing details on how the project will contribute to economic employment opportunities (estimated number of direct and indirect FTE and PTE positions).

REVIEWING YOUR APPLICATION FOR FUTURE GRANTS

Please take the opportunity to re-read your application in light of the feedback to identify areas where it could be strengthened for future grant programs.

Consider asking someone who is not familiar with the application to also read it.

Work closely with project partners and stakeholders to further develop the project proposal.

SUPPORTING DOCUMENTS – GREATER CITIES SPORT FACILITY FUND

Documents available on the Fund web page to assist in reviewing your application include:

- [Greater Cities Sport Facility Fund Guidelines](#)
- [Greater Cities Sport Facility Fund Fact Sheet](#)
- [Greater Cities Sport Facility Fund FAQs](#)
- [Greater Cities Sport Facility Fund Eligibility Checklist](#)
- [SSO / NSO Statement of Support Form](#)
- [Budget Template](#)
- [Business Case Template](#)
- [Simplified Business Case Guidelines \(PDF, 7.36 MB\)](#)
- [Facility Usage Schedule](#)
- [Funding Agreement Template](#)

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